

## **Addendum 1**

# **Standard Request for Proposal**

Construction Management/General Contractor (CM/GC) Services

for

Project No. F-I70-3(50)112  
I-70; Eagle Canyon Bridge

January 21, 2009

**UTAH DEPARTMENT OF TRANSPORTATION**  
**Standard Request for Proposal**  
**Project No. F-I70-3(50)112; I-70; Eagle Canyon Bridge**

**SUMMARY SHEET**

1. Project Number: F-I70-3(50)112
2. Location: I-70; Eagle Canyon Bridge
3. ePM PIN No.: 6625
4. Requested Services: Construction Management/General Contractor (CM/GC)
5. Source(s) of Funding for CM/GC Contract: Federal
6. UDOT Project Administrator:

Alan Loiacono  
Contract Administrator  
(Consultant)  
Utah Department of Transportation  
Consultant Services  
4501 South 2700 West  
Salt Lake City, Utah 84119-5998  
Telephone 801-965-4804  
[aloiacono@utah.gov](mailto:aloiacono@utah.gov)

7. UDOT Project Management

Monte Aldridge  
Project Manager  
Utah Department of Transportation  
Region 4  
1345 South 350 West  
Telephone 435-893-4738  
[maldridge@utah.gov](mailto:maldridge@utah.gov)

8. Advertisement Dates: Saturday, January 17 & 24, 2009.
9. Mandatory Pre-Proposal Meeting: **Thursday, January 29, 2009, 1:00 p.m. – 3:00 p.m.**

A mandatory Pre-Proposal Meeting will be held at the Calvin Rampton Complex, 4501 South 2700 West, Salt Lake City, in the 4<sup>th</sup> Floor, Project Development Conference Room. Sign-in and attendance at the Pre-Proposal Meeting is required in order to submit both a Technical and Price Proposal.

10. Technical and Price Proposals Due Date: **Monday, March 2, 2009, 11:00 a.m.**

Deliver **fourteen (14)** hard-copies along with **one (1)** electronic copy PDF file on a CD/DVD of the Technical Proposals and **fourteen (14)** hard-copies along with **one (1)** electronic copy PDF file on a CD/DVD of the Price Proposals to the Utah Department of Transportation, Office of Consultant Services (CS), 4<sup>th</sup> Floor, Project Development, 4501 South 2700 West, Salt Lake City, Utah 84119-5998 no later than **11:00 a.m. on Monday, March 2, 2009.**

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**Technical and Price Proposals will not be accepted after the 11:00 a.m. deadline.**

11. Type of Proposal Required: In accordance with *Utah Department of Transportation Guidelines for Preparing Standard Proposal, Appendix A to this RFP.*

The Technical Proposal has a maximum page-limit of **ten (10)** pages.

12. UDOT Selection Team Meeting: **Monday, March 23, 2009**
13. Oral Interviews Date: Selection may be from Proposal scores; however, should the Selection Team determine it is necessary, the interviews will be held on **Monday, March 30, 2009.**
14. Contractor Debriefing Meetings: **Thursday, April 2, 2009.**
15. Pre-negotiation Meeting Date: TBD
16. Negotiation Meeting Date: TBD
17. Notice to Proceed Date: TBD
18. CM/GC Services Contract Completion Date: **July, 2009**
19. Projected Construction Substantial Completion Date: **November, 2009**

### **Selection Team Members**

<b>Name</b>	<b>Title</b>	<b>Organization/Firm</b>
Monte Aldridge	Project Manager	UDOT Region 4
Nathan Lee	Region Director	UDOT Region 4
Lyndon Friant	Resident Engineer	UDOT Region 4
Steve Ogden	District Engineer	UDOT Region 4
Fred Doehring	Structures Engineer	UDOT Project Development
Rudy Alder	UDOT Innovative Contracting Engineer	UDOT Project Development
Kris Peterson	UDOT Construction Engineer	UDOT Project Development
TBD	TBD	ACEC
TBD	TBD	AGC

### **Contractor Selection Schedule**

<b>Date</b>	<b>Day</b>	<b>Action</b>
1/17/09	Saturday	Advertisement of RFP in newspapers
1/20/09	Tuesday	Posting of RFP on UDOT Consultant Services & Construction Project Advertisement website
1/24/09	Saturday	2 <sup>nd</sup> Advertisement of RFP in newspapers
1/29/09	Thursday	Mandatory Pre-Proposal Meeting – 1:00 p.m. – 3:00 p.m.
3/2/09	Monday	Technical & Price Proposals are due at 11:00 a.m.
3/23/09	Monday	UDOT Selection Team Meeting
3/30/09	Monday	Contractor Presentation's & Oral Interviews
3/31/09	Tuesday	Select Contractor
4/2/09	Thursday	Contractor Debriefing

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**ADVERTISEMENT**

**Notice of Contractor Services**

The Utah Department of Transportation (UDOT) is seeking the services of a qualified Contractor for Construction Management/General Contractor (CM/GC) services, for Project No. F-I70-3(50)112; I-70; Eagle Canyon Bridge in Emery County.

If you are interested in submitting a Proposal, information on the Request for Proposal and Guidelines for Preparing a Proposal will be available Tuesday, January 20, 2009 and may be obtained from the Utah Department of Transportation Web site [udot.utah.gov](http://udot.utah.gov) under "Doing Business > Contractor Tools > View Electronic Plan Sets and Bid on Projects > Alternative-Delivery Projects" or <http://www.udot.utah.gov/go/bidopeninfo> . A UserID and Password is required to view the complete project file and can be requested on the Construction webpage. **The deadline for submitting the Proposal is 11:00 a.m. on Monday, March 2, 2009.** The right is reserved by the Department to reject any and all Proposals.

The Utah Department of Transportation encourages prime Contractors to use DBE/WBE's as sub-Contractors during the Design Phase. The Contractor shall conform to all applicable state and federal regulations including Title VI of the Civil Rights Act of 1964, DBE Bid Conditions, and recognized industry, safety, environmental and design standards.

January 17, 2009

Utah Department of Transportation  
John R. Njord  
Executive Director

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**CM/GC Introduction**

CM/GC is a contracting method that involves the contractor in the design process. The intent is to form a partnership with UDOT the owner, the designer working for UDOT, and you as the contractor. The focus is on a partnership in which we minimize risk, improve construction schedule, try new innovations, and live within the budget. An important role of the contractor is to help acquire the information to reduce risk. We anticipate that your involvement will help reduce errors in design, improve constructability and meet budget goals.

The CM/GC team relies on the expertise of the contractor to deliver a better product in less time and at a lower cost than design-bid build construction processes. The team relies on the contractor to bring the following expertise to the project during the design phase:

- The skills and knowledge to estimate the quantities of materials, labor, and equipment needed to construct the project.
- The skills and knowledge to determine the tasks (work breakdown structure) needed to complete the project and estimate the costs, duration, and sequence of these tasks.
- An understanding of the availability, cost, and capacities of materials, labor, and equipment.
- The skills and knowledge to identify potential risks (including financial risks) and methods to mitigate them during the design process.
- Constructability

At the Request for Proposal stage the contractor should be able to provide UDOT with:

- A preliminary cost model for estimating program costs and duration for the project broken down into independent servable phases that could be subcontracted out. The cost model serves as a basis for all estimates in the program including the development of the proposed GMP at the end of design. The cost model is the basis for discussion of cost between the engineer and the contractor and should influence the development of the engineers estimated cost. Cost should influence design decisions and the contractor is expected to inform the team of cost increases/decreases that occur in design.
- The Contract Manager should prepare several levels of budgeting, estimating and pricing appropriate to established levels of design, and should continue to refine cost estimates as the project progresses through the Design phase with input provided to the program team on clarifications needed to reduce risk and allowances for contingencies.
- A work breakdown structure for the project developed in accordance with industry best practices. The latest edition of Practice Standard for Work Breakdown Structures is a universal standard for preparing work breakdown structures. Each task in the work breakdown structure should meet the following requirements:
  - The task can be performed by a crew type.
  - The quantity of work in the task can be measured with a single unit of measure, such as cubic yards or square feet.
  - The task has a predictable duration, but not necessarily fixed.
- The following should be provided for each task in the work breakdown structure:
  - The preliminary quantity estimate.
  - The preliminary cost estimate.
  - The preliminary duration.
  - The scope of work for each task.
- A preliminary schedule for the project.
- The project overhead needed to complete the project.

At project start up the contractor, designer, and owner participate in partnering training where roles and responsibilities are established. This sets clear expectations for all team members. This is followed by a risk assessment workshop where risks are identified and prioritized. The highest priority risks will be assigned an owner and the owner will be responsible for developing a risk mitigation strategy. The

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contractor is responsible for tracking risk. Where possible risk should be reduced or eliminated. If this is not possible a mitigation strategy with contingency funding is required for high priority risks. This is part of the GMP and included in negotiations at bid opening and before construction.

Contractor input is a key part of the team's success. The team should apply a formal evaluation process that evaluates identified alternative solutions against established criteria. The evaluation criteria should be established before alternatives are considered and should include consideration of cost, schedule, and quality. It is not expected that all contractor suggestions can be applied, but it is expected that they are evaluated and considered in a timely process. Alternatively the Value Engineering Process can be applied to identify and select which contractor suggestions to apply.

During the design process the contractor works with the designer to:

- Reduce risk,
- Continuously update cost, and
- Achieve a guaranteed maximum price at the end of design.
- Assumptions are documented and
- Updates are with open book prices.

When the project plans and specifications are complete, the contractor should prepare and submit a Guaranteed Maximum Price.

Because this approach minimizes risk the construction cost is expected to be less than conventional Design Bid Build projects. Should you win the award for this contract your roll will be to help manage the budget and propose solutions that will help achieve the goal of staying within budget. This will include a careful design that avoids the need for change orders. If this project cannot be delivered within the allocated budget UDOT has the option to reduce scope or default to Bid Build at the end of the design process.

Early phasing may be considered for early procurement of long lead items or for long lead tasks that can be completed and turned over to another contractor should negotiations for final construction fail. Early phases must be independent and severable from the final construction and are not a guarantee of selection for final construction. Final construction will not begin until design is substantially complete.

**Project Goals**

- Provide a safe working and traveling environment that minimizes the potential for injuries to the traveling public and construction workers;
- Minimize inconvenience to the traveling public by minimizing construction time and delays;
- Maximize innovation to provide increased quality and performance within the project budget.

Key project elements affecting the balance of these goals include the project schedule reducing the impacts to motorists, project staging areas, innovations, and overall constructability.

**Project Key Issues**

**Constructability & Construction Sequencing**

The deck on the existing arch must be removed in discreet segments in order to maintain stability of the arch during the deck replacement. In order to achieve this requirement, the contractor must be able to remove and replace portions of the deck in a sequence. A sequence of construction shall include:

- Identification of the casting yard.
- Precasting, transporting, and stockpiling the deck panels to maintain the project schedule.
- A demolition plan to remove the bridge deck and not allow debris to fall into the canyon.
- Erection of the deck panels.



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**Maintenance of Traffic (MOT) Requirements**

It is required to keep one lane of both I-70 EB and WB open at all times during construction. This will be accomplished using crossovers in the areas identified in the plans and two way traffic on WB I-70.

**Schedule**

- Deck removal may not begin until adequate deck panels are precast so that removal and replacement is in a continuous manner.
- Work for the CM/GC Services to be completed in July 2009 and construction substantial completion in November 2009.

**Public Involvement**

UDOT has a public involvement coordinator (PIC). The contractor will be expected to designate a public involvement liaison to work with the UDOT PIC, the stakeholders, and the public. This will include notifying the traveling public and the trucking industry of the project and the schedule.

**Project Technical Information**

UDOT and the Design Team will follow the UDOT Design Process, and will follow UDOT Standard Specifications, Standard Drawings, and Manuals of Instruction. The Contractor shall assume that all Project Plans are preliminary and therefore are subject to change during final design. Critical components of the final design, requiring extensive input from the Contractor, for this project are as follows:

**Pavement Design**

The pavement design for both the crossovers and mainline I-70 will be provided by UDOT.

**Structures**

Appendix D includes pay items for "Remove Bridge Deck", "Precast Concrete Full Barrier (New Jersey Shape)", and "Precast Concrete Panel". The Price Proposal will need to consider that UDOT Specifications and Standards for these items will apply.

Accelerated Bridge Construction (ABC) – UDOT and the Design Team are currently assessing ABC techniques using precast concrete elements to use on the bridges to minimize impact to traffic and reduce construction timeframe of the bridge. The Contractor will be required to provide assistance to the design team for the ABC implementation.

Casting Yard – The contractor will be required to provide input on the location of the casting yard and the precasting, transporting, stockpiling, and erecting of the precast deck panels to determine loads and stresses.

**ATMS**

A conduit will be provided in the bridge parapet.

**Utilities**

No known utilities exist on the project site.

**Subcontractor Selection**

UDOT does not desire that the Contractor select all subcontractors during the RFP process but rather develop an approach on how subcontractors will be selected during the design and estimating process. If a certified precaster is required, identify this subcontractor in the proposal or identify if the work will be self performed.

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**Constructability Reviews**

The contractor will be expected to provide constructability reviews throughout the design process.

**Value Engineering**

During the design process, the Contractor will be required to provide and evaluate value engineering recommendations.

**Proposal Information**

Refer to the following information, located on the project website, as a reference for further understanding of Project Key Issues and Technical Information sections below:

- Final Categorical Exclusion
- Preliminary Plan Sheets
- Bridge Inspection Reports
- As-builts

**RFP Dates**

Contractors are required to meet the dates set for the pre-proposal meeting, the oral interviews, and negotiation meeting. Contractors are also required to meet the information submittal dates outlined in the summary sheet. Failure to meet these dates will result in the proposal being considered non-responsive.

**Required Availability of Key Personnel**

When Contractors list personnel in the *Project Team/Capability of the Contractor* section of the proposal, the Contractor is agreeing to make the personnel available to complete work on the contract at whatever level the project requires. Personnel changes will be reviewed by UDOT's Project Manager to assure the replacement is equally qualified and has adequate experience. UDOT will only allow changes in key personnel when caused by circumstances outside the control of the Contractor (i.e. employee leaves employment with the Contractor). Changes in key personnel for the convenience or benefit of the Contractor will not be allowed. Key personnel will consist of the Contractor's project manager, superintendent and the certified Precaster.

**Applicable Federal and State Regulations**

The Contractor shall conform to all applicable state and federal regulations including Title VI of the Civil Rights Act of 1964, DBE Bid Conditions, and recognized industry, safety, environmental and design standards.

Emery County Davis Bacon Wages as of October 31, 2008 should be used by the contractor when calculating the Price Proposal. To view the Emery County Davis Bacon Wages as of October 31, 2008, go to the following link. <http://www.udot.utah.gov/go/bidopeninfo>, Project No.: F-I70-3(50)112; Eagle Canyon Bridge.

Due to the fluctuation of Davis Bacon Wages it will be necessary for the contractor to use current Davis Bacon Wages at time of construction bid to adjust his labor rates to current federal rates.

**Debarment Certification**

Federal and State regulations require certification by prospective participants (including contractors, subcontractors, and principals) as to current history regarding debarment, eligibility, indictments, convictions, or civil judgments. The selected Contractor will be required to certify in accordance with contract Standard Terms and Conditions.

**Authorization to Begin Work**

Notice to Proceed will be issued by Consultant Services.

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**Required Proposal Contents**

The Proposal from the Contractor should contain the information identified in the attached *Utah Department of Transportation Guidelines for Preparing Standard Proposal, Appendix A to this RFP*.

**Proposal Evaluation Procedures**

The Proposal shall be evaluated by a Department Selection Team as described in this document.

**Conditions of Proposal**

All costs related to the preparation of the Proposal and any related activities such as interviews are the sole responsibility of the Contractor.

**Disposition of Proposals**

Proposals become the property of the Utah Department of Transportation, are treated as privileged documents, and are disposed of according to Department policies, including the right to reject all proposals. The Technical Proposal along with Appendix D of the successful Contractor shall be open to public inspection for a period of one year after award of the contract. Proposals of Contractors who are not awarded contracts shall not be open to public inspection; the proposals will be kept on file until completion of the project and then will be destroyed.

**Confidential or Proprietary Information**

If the Contractor selected for award has required in writing the nondisclosure of trade secrets and other proprietary data so identified, the Consultant Services Manager shall examine the request in the statement to determine its validity prior to award of the contract. If the parties do not agree as to the disclosure of data in the contract, the Consultant Services Manager shall inform the Contractor in writing what portion of the statement will be disclosed and that, unless the Contractor withdraws the statement, it will be disclosed. If the Contractor withdraws their Proposal they will not be awarded the contract.

**Ownership of Documents**

All tracings, bids, plans, manuscripts, specifications, data, maps, etc. prepared or obtained by the Contractor as a result of working on this contract, shall be delivered to and become the property of the Department.

**Pre-award Audit**

In the event that a proposing Contractor has failed to pay UDOT monies due to the Department for over payment on past projects, UDOT has the right to reject and/or disqualify the company's Proposal. Disqualification will be based on the audit findings, determinations, and recommendations made by the Department's authorized agent.

**Insurance Requirements**

The Contractor is required to provide the Department with Certificates of Insurance referencing the project naming the Utah Department of Transportation and the State of Utah as additional insureds. Additional insurance may be required in the construction phase of the project or Owner Controlled Insurance Program (OCIP) may be required for the construction of this project. Early in the design process a risk assessment will be performed to determine OCIP is applicable on this project.

**Subscription to the UDOT Consultant Services and Construction Bid Notices Update Service**

The Department recommends Contractors interested in proposing on this project subscribe to the UDOT Consultant Services and/or Construction Bid Notices Update Service on the UDOT Web site [udot.utah.gov](http://udot.utah.gov) under "Doing Business > E-Mailing Lists" or <http://www.udot.utah.gov/go/subscriptionlist> .

*If there are any changes affecting the Request for Proposal, notice will be sent out via an email through the update service.*

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**Contractor and/or Corporate Logos or Branding**

Contractor and/or corporate logos or branding identification may no longer be displayed in **public** documents or products produced for UDOT beginning July 1, 2005. It is UDOT's intent that Contractors should place identifying information, in text format, in appropriate places in documents. This requirement does not apply to Proposals. For specific questions or further guidance, please contact Gaye Hettrick, Consultant Services Manager, 801-965-4639 or [ghettrick@utah.gov](mailto:ghettrick@utah.gov).

**Bidding & Award of Construction Contract**

Contractor will prepare and submit electronic bid documents per UDOT standard specifications and shall meet the requirements for Prequalification on projects valued at \$1,500,000.00 or greater including Status of Work under Contract limits.

**Construction Contract Bonds**

Provide a letter from a surety company indicating that the contractor is capable of obtaining Payment and Performance Bonds covering Project No. F-I70-3(50)112; I-70; Eagle Canyon Bridge for at least \$6.5 million dollars. The surety submitting the letter must be a surety company or companies licensed by the State of Utah and listed in the current United States Department of the Treasury Circular 570 as acceptable sureties for the bond amount on Federal Bonds. Letters indicating "unlimited" bonding/security capability are not acceptable.

Performance and Payment Bonds will be required at the time the construction contract is awarded. The final value of the Bonds will equal the negotiated amount of the construction contract(s).

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## **APPENDIX A**

### **Guidelines for Preparing a Standard Proposal**

#### **Introduction**

These guidelines were developed to standardize the preparation of a Standard Proposal by Contractors for Construction Management/General Contractor (CM/GC) services on a project. Submitting a Proposal is the beginning of the selection process and is used as the basis for selecting or for short-listing Contractors. The Department has the option of interviewing all or a short-list of Contractors invited to an interview by the Department.

The purpose for these guidelines is to assure consistency in format and content in the Proposal prepared by Contractors and submitted to the Department.

#### **Subscription to the UDOT Consultant Services and Construction Bid Notices Update Service**

The Department recommends Contractors interested in submitting a Proposal subscribe to the UDOT Consultant Services and/or Construction Bid Notices Update Service on the UDOT Web site [udot.utah.gov](http://www.udot.utah.gov) under "Doing Business > E-Mailing Lists" or <http://www.udot.utah.gov/go/subscriptionlist>.

*If there are any changes affecting the Request for Proposal, notice will be sent out via an email through the update service.*

#### **Proposal Sections**

A separately bound Technical Proposal which should contain the following sections in the order listed:

1. Introductory Letter
2. Project Team/Capability of the Contractor
3. Project Approach
4. Project Innovations
  - a. Resume Appendix (Description located under Project Team)

A separately bound Price Proposal which should contain the following sections in the order listed:

1. Contractor Price Submittal, Appendix D
2. Approach to Price Proposal, Appendix E
3. Surety Company Bonding Information

#### **Evaluation Criteria**

The evaluation criteria are listed below in red.

1. Introductory Letter - The Introductory Letter should be addressed to:

Alan Loiacono  
Contract Administrator  
(Consultant)  
UDOT Consultant Services  
4501 South 2700 West  
Salt Lake City, UT 84119-5998

In **one page**, express your interest in the project, state qualifications to do the work, and recount any summary information on the project team or your company that may be useful or informative to the Department.

Include the **mailing and e-mail addresses and phone number** of the **primary contact person** for this Contractor selection process in the Introductory Letter.

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**No evaluation points are assigned to this section and the Introductory Letter will not count as one of the allowed pages.**

2. **Project Team/Capability of the Contractor**

The Selection Team will consider how well the qualifications and experience of the members of the Project Team relate to the specific project. The following information should be provided. Only qualifications of the prime contractor will be evaluated in this section.

- Project Team members chart including design and construction personnel.
- Discuss the qualifications of the following individuals:
  - Project Manager
  - Superintendent
  - Certified Precaster
  - Other key personnel as determined by the proposer
  - Provide Resumes and three references of the Project Manager and Superintendent in an appendix to the technical proposal (The resumes are limited to 2 pages max per person and will not count towards the ten page Technical Proposal maximum)
- Provide a spreadsheet list of similar projects you have **completed** during the last five years. The heading of the spreadsheet should include the following (see sample *Related Experience* spreadsheet form available on the UDOT Web site [udot.utah.gov](http://www.udot.utah.gov) under "Inside UDOT > Internal Groups and Divisions > Project Development > Consultant Services > Forms" or <http://www.udot.utah.gov/go/csforms> under *Project Organization Chart and Related Experience Charts*. Note: Columns may be combined in order to meet the font size and margin requirements.)
  - Name of Contractor Project Manager or Resident Engineer
  - Year (Award of Contract and Completion Date)
  - Project Name
  - Project Location
  - Project Description
  - Construction Award Cost
  - Cost performance – initial Bid, final cost, reasons for change
  - Client
  - Reference Contact and Telephone Number
- Describe methods, approaches, and innovations implemented, including risks taken, on previous projects that will achieve success with the project key issues.

A maximum of 15 points is available for this section.

3. **Project Approach**

Proposing teams should state their approach to the project with the project goals in mind. The Selection Team will evaluate each Proposer's approach to the project in meeting these goals, including any specific commitments made by their team that will assist in achieving these goals. Commitments that are stated by the Contractor in the Technical Proposal, either during the design phase or the construction phase, will be considered as a proposed course of action. Please provide the following information.

- **Project Phasing and Cost Model:** Separate the project into independent severable tasks for which design can be completed and construction begin. This decomposition should include early phasing for material and other independent severable tasks that may be accomplished

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before project design completion. Use your tasks as a basis for developing a project cost model. Identify tasks, costs, and assumptions for each phase and give an estimated cost for each phase and a total project estimated cost. This cost model is expected to improve during design as risk is removed. This model will give the team a foundation for considering design alternatives to support cost, schedule, and quality goals. You will not be rated on your project cost estimate in the approach to project but on the value of the cost model to include tasks, costs, and assumptions. Price will be evaluated and scored for selected items in the pricing section.

- **Subcontractor Plan:** Provide a subcontractor selection plan. The plan should allow for solicitation of bids from reliable sources from which you make a selection. Describe your process in your selection plan. If awarded the CM/GC contract you are expected to apply your subcontractor selection process and demonstrate a good faith effort to a minimum of three competing bidders for each subcontracted item. You are expected to identify your selections during the design process as the team creates a solution that meets schedule, quality, and budget goals. You will be paid a fixed fee to manage your subcontractors. This fixed fee will be negotiated at the beginning of the project and applied in the cost model that you as the contractor, the owner, and the designer will use to manage cost, schedule, and quality.
- **Public Involvement** – Describe your approach to working with a UDOT PIC, trucking industry and mining industry.
- **Discuss your approach to Maintenance of Traffic (MOT)** – Provide your recommendations to UDOT to perform this work.
- **Identify other Resources and Capabilities.** Describe additional resources and capabilities that the Contractor would be willing to bring into the design process and how these resources and capabilities would be beneficial in achieving project goals.
- Discuss your approach to establishing a precast yard for deck panels, the location of the yard, the transporting, stockpiling and erection of the deck panels.
- Discuss your approach to removing the existing concrete deck and not allowing debris to fall into the canyon.
- Describe your overall approach and specific commitments by your team to the project in achieving the project goals.
- Explain any other areas where your team's approach will benefit the project.

A maximum of 30 points are available for this section. (Note – the Contractor should avoid repeating the content of “Project Key Issues” and “Project Technical Information”).

4. **Project Innovations**

In conjunction with your team's approach to the project, your team may have some innovative ideas that may or may not meet the technical information provided that could increase the likelihood for success with this project. (For example, the deck removal plan and precast deck panel erection). The Selection Team will consider how well your innovative ideas help balance the goals of the project. Tell us which innovations improve quality or reduce cost or schedule. Please discuss these further as follows:

- Describe specific innovations to this project that may further improve in reaching project goals.
- Include the amount of time and money saved if the innovation were to be implemented.
- Identify which innovations meet the technical information provided and which do not.
- Minimize I-70 lane closures and impacts to the traveling public.

A maximum of 25 points are available for this section.

5. **Contractor Price Submittal, Appendix D**



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The Selection Team will evaluate each Contractor's Price Submittal (total amount bid), Appendix D.

UDOT seeks the best solution that can be delivered for the budget available. The Contractor selected for this project will become a partner in creating the most innovative solution that benefits the public within the limitation of available funds. Contractors who honor the trust placed in them and perform well will be invited to partner again.

Price will be rated on a modified curve. All price proposals will be granted the maximum score of fifteen (15) points that are between the average price and one standard deviation below the average price. A deduction of points will be assessed for price proposals below 1 standard deviation below the average price and for price proposals above the average price. The following table demonstrates this reduction:

STDEV = Standard Deviation	Percent Reduction	Points scored
3 STDEV below average	60%	6
2 STDEV below average	30%	10.5
1 STDEV below average	0%	15
Average	0%	15
1 STDEV above average	40%	9
2 STDEV above average	80%	3
3 STDEV above average	100%	0

The scores between the values in the table will be calculated using linear interpolation. If the number of bids received is 3 or less, the engineers estimate will be used as an independent bid to compute the standard deviation. If the standard deviation is less than 5% of the average of all bids, then price no longer is a discriminator and it will be dropped as a selection criteria. If the standard deviation is between 5% and 10% of the average of all bids, then the percent reduction is reduced by half.

Enter a unit price for each Bid item noted in Appendix D.

A maximum of 15 points are available for Appendix D.

6. **Approach to Price Proposal, Appendix E**

Contractors will complete all of the "price components" in Appendix E for each of the Bid items to arrive at the Unit Price. Unit Prices for the bid items included in the Price Proposal will be held by the Contractor for their Final Bid Amount. The sum of the price components will equal the total Unit Price Bid. Unit Prices shall reflect the approach and commitments proposed by the Contractor as described in Section 3 Project Approach. The Contractor shall note that some of the Bid Items include a baseline "indexed" cost for raw materials. The purpose of this is to allow for changes (increase or decrease) in unit prices based on future changes in raw materials. In approach to price we are looking for reasonable prices that can be demonstrated in your past performance; therefore, document your price proposal with current historical data from similar projects you have delivered.

In your responses consider addressing how the project specific issues will affect unit prices.

- Schedule – (Delayed or Early RFC)
- Daytime versus night-time work



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- Segmenting the work
- Traffic control shifts and phasing
- Substantial Changes in Quantities – what % increase / decrease would affect unit price

A maximum of 15 points are available for this section.

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**Format Requirements**

It is very important that submittals be clear, concise, and in the recommended format so they may be evaluated in an objective manner by the Department's Selection Team.

1. **Fourteen (14) Hard Copies of the Technical Proposal separately bound** – (Introductory Letter, Project Team/Capability of the Contractor, Approach to the Project and Project Innovation (with Resume Appendix; Description located under Project Team). Number sequentially from **one to fourteen** on the upper right hand corner of the cover. Do not bind the Technical Proposal with the Price Proposal.
2. **Fourteen (14) Hard Copies of the Price Proposal separately bound** – (Appendix D, Appendix E, and Surety Company Bonding Information) Number sequentially from **one to fourteen** on the upper right hand corner of the cover. Do not bind the Price Proposal with the Technical Proposal.
3. **One (1) Electronic Copy PDF File on a CD/DVD Technical Proposal** – (Labeled with the Contractor Name, Project Number, Project Location, PIN Number, and Submittal Due Date.)
4. **One (1) Electronic Copy PDF File on a CD/DVD Price Proposal** – (Labeled with the Contractor Name, Project Number, Project Location, PIN Number, and Submittal Due Date.)
5. **Color is allowed**
6. **8½" x 11" or 11" x 17" Page Sizes** – (Refer to No. 16 of Format Requirements for further details.)
7. **One (1") Margins** – (Exceptions: Contractor Name/Logo and Page Headers/Footers may be within margin)
8. **10 Pt Font and 12 Pt Line Spacing, Minimums** – (The minimum font size is 10 point font or greater everywhere in the proposals including graphics, unless the graphics are a duplication from another source and the source is referenced. The minimum line spacing is 12 point.)
9. **Related Experience Chart and Project Organization Chart are required** – (The sample charts, *Project Organization Chart* and *Related Experience Charts* are available on the UDOT Web site [udot.utah.gov](http://udot.utah.gov) under "Inside UDOT > Internal Groups and Divisions > Project Development > Consultant Services > Forms" or <http://www.udot.utah.gov/go/csforms> .)
10. **Bind on 11" Left Side**
11. **Tab the Sections for easy reference of Selection Team members** – (Sections are the Introductory Letter, each of the evaluation criteria, Appendix D, Appendix E and the Surety Company Bonding Letter. If you limit information on tabs to Section Identification, Project Number, Project Location/Description, Contractor Name/Logo, and/or un-enhanced photographs, then the tab pages will not count towards the page maximum.)
12. **Front and Back Cover Pages are allowed** – (Information on the front cover page is not restricted. Cover pages will not count towards the page maximum.)
13. **Appendix D is required** – (Appendix D will not count towards the page maximum.)
14. **Appendix E is required** – (Appendix E will not count towards the page maximum.)
15. **Surety Company Bonding Letter is required** – (Bonding Letter will not count towards the page maximum.)

A maximum total of 100 points is available for the Standard Proposal. **A one-point penalty may be assessed by Consultant Services for each applicable violation of the above (#1 through #15) format requirements for a maximum 15-point penalty.**

16. **Ten (10)-Page Maximum** – (The Technical Proposal has a maximum page limit of **ten** pages.)
17. **Two pages per Resume maximum and will not count towards the ten page Technical Proposal maximum.**
18. **Any additional Appendices or information provided by the proposer but not requested by the Department will be removed from the Proposal by Consultant Services, returned to the proposer and not be reviewed by the Selection Team.**

A page is defined as a single-sided 8.5" x 11" or 11" x 17" sheet that contains text, pictures, tables, graphs, charts, plan sheets, or any other graphics. **There is a limit of up to three 11" x 17" sheets which does not apply to Appendix D, Appendix E & Surety Company Bonding Letter.**

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The Introductory Letter, Tab Pages (see No. 11 above), Appendix D, Appendix E, Surety Company Bonding Letter and Cover Pages will not count towards the page maximum.

**Any Technical Proposal that exceeds the ten-page maximum or two page resume may be assessed a three-point penalty per page over the limit.**

**UDOT Selection Team**

The Selection Team may consist of members from UDOT, the contracting community and the engineering consultant community.

**Technical and Price Proposal Scoring**

The Selection Team members will receive copies of each Proposal submitted. They will review and score the Proposals individually based on the evaluation criteria and submit their scores and comments to the CS Contract Administrator. The CS Contract Administrator will tally and compile the scores and comments. The Selection Team will evaluate the Technical Proposal prior to evaluating the Price Proposal. The Selection Team will then meet to discuss the scores and comments and rank proposals by consent and determine whether oral interviews are necessary or whether the selection may be made based on the scores from both the Technical and Price Proposals (see Appendix A "Evaluation Criteria (scoring) and Format Requirements (format penalty points)).

**Selection Interviews**

The Selection Team may use the interview as an extension of the Proposal evaluation for clarification of the information provided in the Proposal or to obtain additional information from the contractor. The Department may elect to "Short-List" for Interviews. The Selection Team will meet to determine which companies will interview by the "Consent" of the Selection Team (see below "Selecting by Consent" Process). If the Selection Team determines interviews are necessary, the Selection Team members will develop the format of the interviews in the Selection Team meeting by completing the Contractor *Interview Format Worksheet*. The Selection Team may provide all or part of the interview questions in advance. For any question(s) not provided in advance, the contractors will be given topics on the question.

**"Selecting by Consent" Process**

The interviews (if needed) will be performed using the "Selecting by Consent" (SBC). The SBC process is a scoring process that aids the Selection Team in developing the final ranking of contractors through a collaborative process.

In this process each segment and question of the interview is weighted in advance during the Selection Team Meeting. After the interviews are conducted, the Selection Team scores each segment and question by consent. Consent is defined as the willingness of all Selection Team members to accept a decision reached by a collaborative process. The final selection ranking of the contractor is based on the final scores developed by the Selection Team using the Contractor *Interview Scores* spreadsheet.

For more information regarding this process and copies of the Contractor *Interview Format Worksheet* and Contractor *Interview Scores* forms, see the UDOT Web site [www.udot.utah.gov/go/csforms](http://www.udot.utah.gov/go/csforms).

**Requests for Clarification**

The Proposer shall provide accurate and complete information to the Department. If information is not complete, the Department will either declare the Proposal non-responsive or notify the Proposer, who may be allowed to participate further in the procurement if all information required is provided within the timeframe established by the Department. Any insufficient and/or incomplete proposals will be returned directly to the Proposer by the Department with notations of the insufficiencies or omissions and with a request for clarifications and/or submittal of corrected, supplemental, or missing documents. If a response is not provided, the Proposal may be declared non-responsive.

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The Department may waive technical irregularities in the form of the Proposal of the Proposer that do not alter the quality or quantity of the information provided. The Department may, at its sole discretion, request clarifications and/or supplemental information from Proposers during the Proposal evaluation and Short-List for Interviews process.

**Summary**

The Proposal should be clear, concise, and it should provide the Department's Selection Team Members with an understanding of the Contractor Team ability to undertake and complete the proposed project in a thorough and timely manner.

The Department reserves the sole right, without incurring any liability, to change any aspect of the proposed procurement described above, including the right to not proceed with the procurement and/or the right to proceed in a different manner or on a different timeline than as described herein.

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## **APPENDIX B**

### **CM/GC Process for Construction (Process Description)**

#### **Designer and Contractor Design Project**

The selected contractor will be awarded a consulting contract, prepared and administered by Consultant Services. The cost of the contract will be based upon negotiated unit rates for key personnel identified on the project team that will participate on the project. The requirements will be identified in the contract (further outlined in Appendix C). These requirements can include, but are not limited to:

- Constructability Reviews of the Design.
- Assistance in shaping the project scope of work to the available budget.
- Assistance in improving project schedule.
- Provide cost estimates of elements of the work as the design is developed.
- Design reviews to ensure that the package is complete and without ambiguity.
- Finding design errors.

#### **Contractor Submits Bid for Project (Early Procurement)**

The contractor may be asked to procure long lead materials such as bridge girders, retaining wall panels, piling, and other materials that may be in short supply or require longer than desired lead times from purchase to delivery. The Department may also procure through the contractor such services as pavement cores, pipe videos, potholes, or other investigations to facilitate the design. The Department may choose to exercise this option if the early procurement saves significant construction time, money, or avoids potential delays once the project begins, etc.

If the Department elects to use this early procurement option, it proceeds as follows:

- The contractor will prepare a “bid” to supply the item(s) including all other costs associated with the procurement (such as transportation, storage, etc.). The bid is only for purchased items and should not include mobilization for construction or other unrelated costs.
- The contractor will submit the “bid” through PDBS. The Department will secure an independent cost estimate for the item(s). Upon opening the contractor’s “bid” the Department will determine the acceptability of the “bid” by comparing it to the independent cost estimate and the engineers estimate..

The Department personnel reviewing these costs may include: the project manager, members of the design team, the resident engineer, an estimating consultant if hired, FHWA representatives, and staff from Project Development.

- If the prices are acceptable, the Department will prepare a construction contract for these procurement services.
- If the prices are not acceptable, the Department may enter into negotiations with the contractor. If this is not successful, UDOT has the option to accept the offered price or to procure the items later as part of the bid process for the construction project or by some other method.
- The construction contract is prepared and executed to cover only the defined procurement services. Site preparation to support the procurement or additional procurement services may be added to this contract via change order.

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**Contractor Submits Bid for Project (Early Construction Contract)**

If time and/or money can be saved by allowing the contractor to start initial work prior to the completion of the total design package, the Department may ask the contractor to prepare a lump sum or unit cost bid for a portion of the work.

If the Department elects to use this contracting option, it proceeds as follows:

- The Department and the contractor will agree upon a scope of work to accomplish in this phase of the contract. The agreement may take the form of a set of plans or it may consist of something less formal such as sketches, drawings, or written descriptions. Both parties must agree that the scope of work is clear and unambiguous.
- The contractor will prepare a "bid" to perform the agreed to scope of work. The contractor will use the unit prices submitted as part of this RFP unless one or more of the risk factors identified in Appendix E have been realized. Any items required, but not identified in Appendix D and E.
- The contractor will submit the "bid" through PDBS. The Department will secure an independent cost estimate for the work. Upon opening the contractor's "bid" the Department will determine the acceptability of the "bid" by comparing it to the independent cost estimate and the engineers estimate and the engineers estimate.

The Department personnel reviewing these costs may include: the project manager, members of the design team, the resident engineer, an estimating consultant if hired, FHWA representatives, and staff from Project Development.

- If the prices are acceptable, the Department will prepare a construction contract for this portion of the work. If a previous construction contract had been entered into, this work will be added to that contract by change order.
- If the prices are not acceptable, the Department may enter into negotiations with the contractor. UDOT has the option to accept a negotiated price or to terminate the CM/GC process and procure the construction project or by some other method.

**Contractor Submits Bid for Project (Design is Complete)**

When the Department, the designer, and the contractor agree that the project has been designed to a sufficient level of detail to allow the contractor to accurately bid the project, the following procedure will be used:

- The designer will produce a set of plans and specifications showing all work to be accomplished. The plans will also show all work accomplished under any previous Early Construction packages.
- The contractor will prepare a "bid" to perform the work shown. The contractor will use the unit prices submitted as part of this RFP unless one or more of the risk factors identified.
- The contractor will submit the "bid" through PDBS. The Department will secure an independent cost estimate for the work. Upon opening the contractor's "bid" the Department will determine the acceptability of the "bid" by comparing it to the independent cost estimate.

The Department personnel reviewing these costs may include: the project manager, members of the design team, the resident engineer, an estimating consultant if hired, FHWA representatives, and staff from Project Development.

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- If the prices are acceptable, the Department will prepare a construction contract. If a previous construction contract had been entered into, this work will be added to that contract by change order.
- If the prices are not acceptable, the Department may enter into negotiations with the contractor. UDOT has the option to accept a negotiated price or to terminate the CM/GC process and procure the construction project or by some other method.

**Contractor Builds Project**

From this point forward, the work proceeds in the same manner as a design-bid-build project.

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## **APPENDIX C**

### **A. SCOPE OF WORK**

#### **Project Overview**

The project will follow specific tasks from the Utah Department of Transportation's 2009 Design Network. Information listed below is a Scope of work for the Contractor, which is to be used within the framework of the Design Network Manual and conforms to UDOT Standard Drawings, Standard Specifications and Special Provisions.

This project replaces the concrete deck on I-70 Eastbound over Eagle Canyon. The project includes replacement of the concrete bridge deck, addition of new access platforms, spot painting, abutment repairs, precast barriers, traffic control, and crossovers for MOT.

#### **Scope of Work**

The Contractor will be part of the design team. As part of the design team, the Contractor will provide input on schedule, phasing, constructability, materials availability, cost, etc. throughout the design projects. Tasks shall include:

1. Attend an initial project workshop conducted at the Maintenance Station 4333 and the project site that includes the following tasks:
  - a. Introduction to the project and the project stakeholders
  - b. Project status, goals, objectives, funding, etc.
  - c. Presentation of project elements
  - d. Development of initial MOT plan for construction
  - e. Development of initial deck removal concepts
  - f. Develop initial precast panel casting yard location and stockpiling methods
  - g. Develop initial transporting and erection methods of precast deck panels
  - h. Develop initial access platform details and erection methods
  - i. Question and answer session
2. Attend a project workshop conducted at the Maintenance Station 4333 and the project site that includes the following tasks:
  - a. Finalize precast panel casting yard location and stockpiling methods
  - b. Finalize transportation and erection methods of precast deck panels
  - c. Finalize precast deck panel details
  - d. Finalize access platform details and erection methods
3. Attend all project review meetings that include:
  - a. Field review meeting for Task 25S – Develop Draft Situation and Layout (S&L) (Bridge Only)
  - b. Field review meeting of 60% plans for Task 67S – Detail Superstructure
  - c. Review Roadway plans
4. The contractor will need to ensure the environmental commitments are implemented during construction.
5. The Contractor will provide value engineering recommendations and offer cost savings suggestions, and best value recommendations.



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**APPENDIX D**  
**RFP Contractor Price Submittal**

Company  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Item No.	UDOT Specification	Description	Estimated Quantity	Unit	Unit Price	Amount
1	2210	Remove Bridge Deck	16,520	Sq. Foot		
2	2844	Precast Concrete Full Barrier (New Jersey Shape)	17,200	Lin Ft		
3	3339	Precast Concrete Panel	16,520	Sq. Foot		
					Total	

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**APPENDIX E**  
**Approach to Price Proposal**

Price Components	Labor	Equipment	Material **	Trucking	Other *	Overhead	Profit	Total
Dollar Amount								
Percent								

\* Description is required

Note – “None” may be appropriate for a block, however do not use “N/A”

**Number 1:** Remove Bridge Deck

Assume:(list any assumption)

## Measurement and Payment

<b>Item No. 1</b>	<b>Specification No. 2210</b>	<b>Remove Bridge Deck</b>	<b>16,520 Sq. Foot</b>
Remove the existing concrete deck. Debris from the deck removal process cannot fall into the canyon. Include all labor and equipment to remove the deck and contain the debris during deck removal.			

**Contractor will be held to unit price shown in Appendix D unless justification is listed below. Each item must be filled out or the proposal will be considered non-responsive.**

- **Identify risks that would increase the unit price:**
- **Identify mitigation that would decrease the unit price:**
- **Identify amount of quantity change that would justify a change in unit price:**
- **Identify assumptions used to create unit cost:**
- **What will you do in the design process to help identify & minimize risk?**

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**Appendix E**  
**Approach to Price Proposal**

Price Components	Labor	Equipment	Material **	Trucking	Other *	Overhead	Profit	Total
Dollar Amount								
Percent								

\* Description is required

Note – “None” may be appropriate for a block, however do not use “N/A”

**Number 2:**     Precast Concrete Full Barrier (New Jersey Shape)

Assume:(list any assumption)

## Measurement and Payment

<b>Item No. 2</b>	<b>Specification No. 2844</b>	<b>Precast Concrete Full Barrier (New Jersey Shape)</b>	<b>17,200 Lin Ft.</b>
Provide Precast Concrete Full Barrier (New Jersey Shape) in accordance with UDOT Specification 2844. Includes connection pins, stabilization pins, and barrier reflectors. Calculated by number of sections multiplied by the nominal length. See BA Series Standard Drawing BA1. Include setting, maintaining, and removing for entire length from crossover to crossover.			

**Contractor will be held to unit price shown in Appendix D unless justification is listed below. Each item must be filled out or the proposal will be considered non-responsive.**

- **Identify risks that would increase the unit price:**
- **Identify mitigation that would decrease the unit price:**
- **Identify amount of quantity change that would justify a change in unit price:**
- **Identify assumptions used to create unit cost:**
- **What will you do in the design process to help identify & minimize risk?**

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**Appendix E**  
**Approach to Price Proposal**

Price Components	Labor	Equipment	Material **	Trucking	Other *	Overhead	Profit	Total
Dollar Amount								
Percent								

\* Description is required

Note – “None” may be appropriate for a block, however do not use “N/A”

**Number 3:**     Precast Concrete Panel

Assume:(list any assumption)

## Measurement and Payment

Item No. 3	Specification No. 3339	Precast Concrete Panel	16,520 Sq. Foot
Provide Precast Concrete Panel in accordance with UDOT Specification 3339. For the purpose of this proposal assume the precasting yard will be located at Maintenance Station 4333. Include all labor, concrete, mild reinforcing, post-tensioning, connection plates, bolts and necessary hardware to precast the concrete panels. Include all labor and necessary equipment to set up the casting yard for precasting panels. Do not include site grading of casting yard. Include transporting concrete panels to the bridge site and all necessary labor and equipment for erection of the precast concrete panels. Assume the concrete is supplied by a supplier and a temporary batch plant is not required.			

**Contractor will be held to unit price shown in Appendix D unless justification is listed below. Each item must be filled out or the proposal will be considered non-responsive.**

- **Identify risks that would increase the unit price:**
- **Identify mitigation that would decrease the unit price:**
- **Identify amount of quantity change that would justify a change in unit price:**
- **Identify assumptions used to create unit cost:**
- **What will you do in the design process to help identify & minimize risk?**

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